

Birth Registration

2020 Birth Registration



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Birth Registration

Agenda

- Importance of Birth Registration
- Live Birth Versus Fetal Death
- Local Administrator Super Powers
- Foundling & Safe Haven



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Birth Registration

Agenda Continued...

- Best Practices
- Record Types & En-Route Births
- SS Cards
- Summary



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Importance of Birth Registration

Importance of Birth Registration

Why is this so important?

- The birth of each child born in this state shall be registered [HSC §192.001]



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Importance of Birth Registration

Mr. & Mrs. Jones



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Importance of Birth Registration

Mr. & Mrs. Jones Background

This couple has lived with each other for some time and are comfortable living off the grid in the mountains. They prefer to be away from civilization. So, when Mrs. Jones gave birth to healthy twins you can only imagine how hard it was to register both babies.



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Importance of Birth Registration

The Five W's



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Importance of Birth Registration

Who Registers Baby?

It depends on where the birth occurred.



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Who Registers Baby?

Licensed institutional birth: Hospital or Birthing center

Non-institutional birth: Occurs outside of a licensed institution

- Attended (midwife home births)
- Non-attended



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Attendant vs. Certifier

Attendant:

- the person present at the time of birth
- can attest to the facts of birth

Certifier:

- certifying that the infant was born alive at place, time, and date stated on the birth certificate

Who Registers?: Licensed Institution

Births occurring in a licensed institution are registered by:

- Hospital or Birth Center Admin.
- Facility Designee
- Physician/HIM Director
- Midwives
- Person acting as Midwife



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Who Registers?: Licensed Institution

Birth Registrar Responsibilities

I. Obtain birth certificate information:

- The child's mother
- The mother's physician
- The infant's physician
- Immediate family
- Mother Worksheets
- Medical Records
- Birth Worksheet



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Who Registers?: Licensed Institution

Birth Registrar Responsibilities

II. If parents are not married to each other, provide an opportunity to complete an Acknowledgement of Paternity (AOP).

III. Verify Verification of Birth Facts (VOB) is correct and obtain signatures.

IV. Complete a Certificate of Birth for each live birth at the facility.



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Who Registers?: Licensed Institution

Question

What are the three potential ways to obtain a signature on the Verification of Birth Facts?



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Who Registers?: Licensed Institution

Answer

What are the three potential ways to obtain a signature on the Verification of Birth Facts?

- Wet signatures on VOB
- Electronic signature with Topaz Pad
- Download VOB in system



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Who Registers?: Non-Institutional Birth

Births outside of hospital setting

- Attended – A midwife or other registered health care provider
- Not Attended – The parents or owner of household register baby with the Local Registrar



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Who Registers?: Non-Institutional Birth

- Home births without midwives require parents to visit Local Registrar to provide ID and 4 essential proofs of birth.
- Home births with midwives are entered into TxEVER by the midwife.



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Who Registers?: Non-Institutional Birth

How can you assist parents with registering?

1. Direct parents to the local registrar to file birth
2. Describe 4 essential proofs
3. Provide infant's medical record (proof infant born alive on date stated)
4. Provide a Birth Worksheet (clearly indicate birth was NOT AT HOSPITAL)



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Who Registers?: Four Essential Proofs

1. Proof of Pregnancy
2. Proof That the Infant Was Born Alive
3. Proof That the Birth Occurred in the Registration District
4. Proof That the Birth Occurred on the Date Stated



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Who Registers?: Four Essential Proofs

Proof of Pregnancy

- Prenatal Record
- Statement from physician or health care provider
- Other evidence acceptable to local registrar
- Notarized affidavit with a photo identification



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Who Registers?: Four Essential Proofs

Proof Infant was Born Alive

Statement from physician or health care provider who saw or examined the infant

Observation of the infant during a home visit by a public health nurse

Other evidence acceptable to local registrar

Notarized affidavit with a photo identification



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Who Registers?: Four Essential Proofs

Proof Birth Occurred in Reg. District

- Live birth occurred in the mother's residence
 - Utility bill
 - Telephone bill
 - Rent receipt
 - Driver's license
 - Envelope with address
 - Notarized affidavit
- Live birth occurred outside the mother's residence
 - Notarized affidavit with photo ID of the person with knowledge of the mother's presence in the registration district on the date of birth



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Who Registers?: Four Essential Proofs

Proof Birth Occurred on the Date Stated

- Prenatal record
- Medical record
- Other evidence acceptable to local registrar
- Notarized affidavit



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Who Registers?: Four Essential Proofs

Scenario - Mr. & Mrs. Jones

So, as we mentioned before that Mr. & Mrs. Jones had twins at your hospital facility but quickly left after the twins were born. The twins were never registered into the system. Well, now they're back 10 months later and ready to register their baby.

Can you register the twins?



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Who Registers?: Four Essential Proofs

Scenario - Mr. & Mrs. Jones

Answer – No

HSC 192.003 states you have 5 days to timely file a birth. The Birth Registrar at this facility would have already filed these twins in the system as Baby Boy One Jones and Baby Boy Two Jones. Mrs. Jones would need to file an amendment.



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Importance of Birth Registration

What is Used to Register Baby?



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TxEVER

Texas Electronic Vital Events Registrar

Importance of Birth Registration

TxEVER Benefits

- Web Based
- Security Features
- Electronic Records



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Importance of Birth Registration

Where do you Register Baby?



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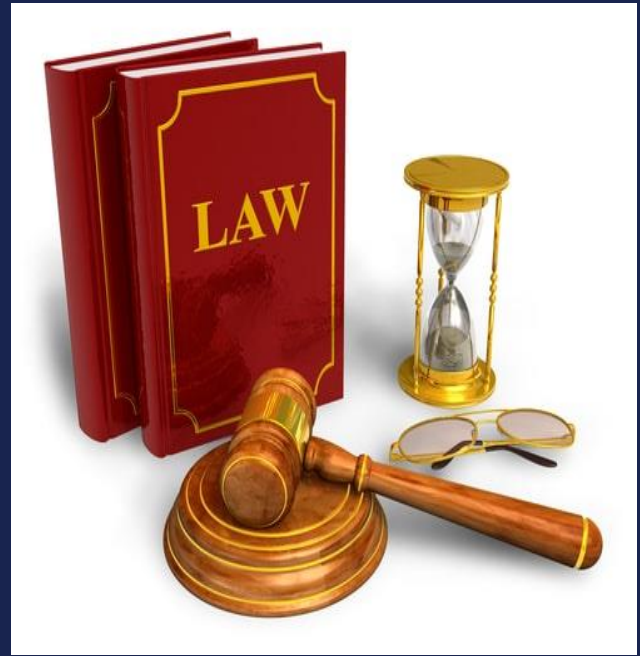
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Why Register the Baby?

Required by Statute

The birth of each child born in Texas shall be registered.
HSC 192.001

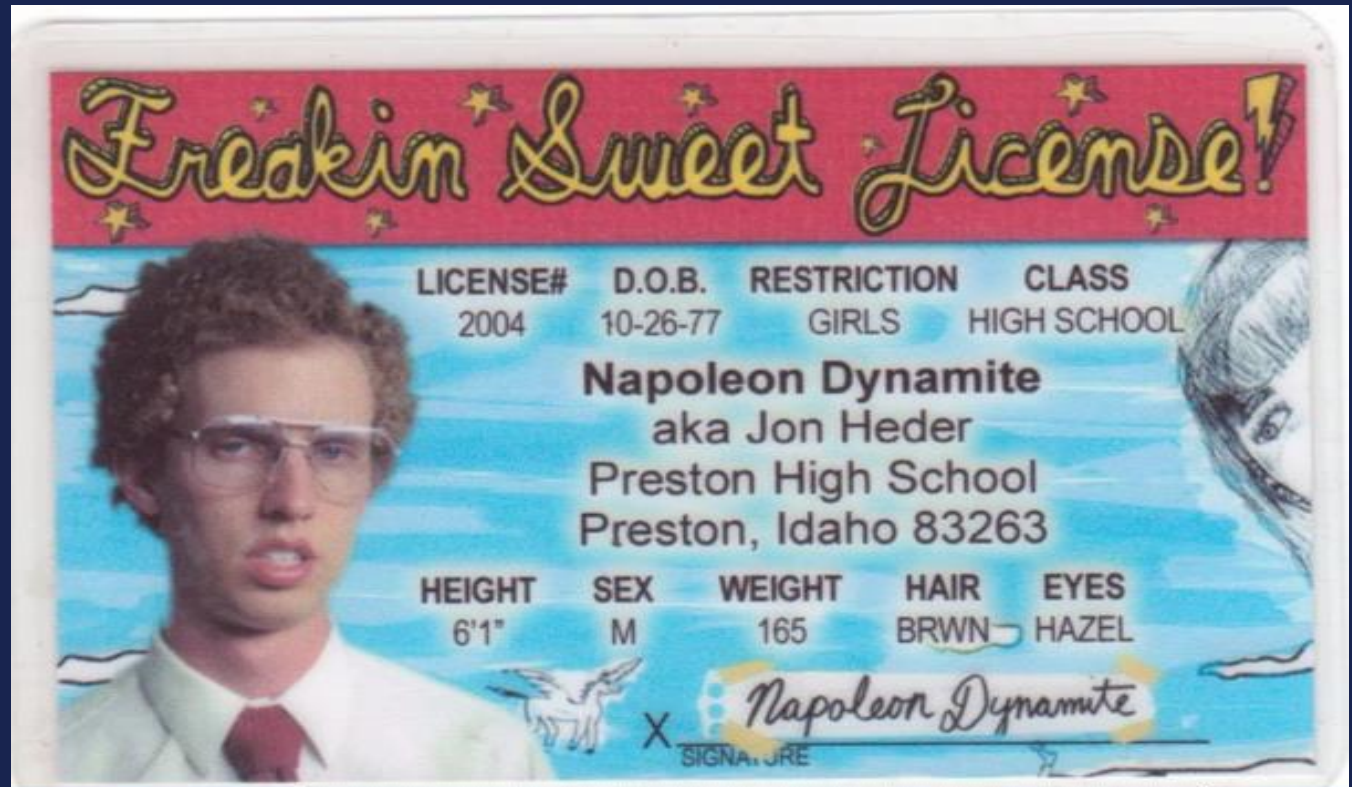


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Why Register Baby?



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Why Register Baby?

Essential Documentation!!

- Social Security Cards
- Passports
- ID/Driver's License
- Proof of Citizenship
- School Registration



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Other Reasons to Register Baby

Birth Data Fuels Public Health

Source of statistical information

Observe public health trends

Identify regional health issues

Address maternal and infant mortality

Recommendations for medical procedures



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Other Reasons to Register Baby

Birth Data Fuels Public Health

These vital record files provide a great source of data; however, the quality of birth certificate data is dependent on how accurately birth records are completed.



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Scenario - Mr. & Mrs. Jones

- Mr. & Mrs. Jones are back. Mrs. Jones is ready to deliver baby number 3. However, this time around she has planned on delivering the baby at the hospital and wants to make sure to register her baby. However, during the registration process Mrs. Jones tends to get a little defensive as you enter the statistical portion.
- What can you do?



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Scenario - Mr. & Mrs. Jones

The only thing you can do is remind her that the statistical portion of the birth record is confidential and can not be obtained even by court order.



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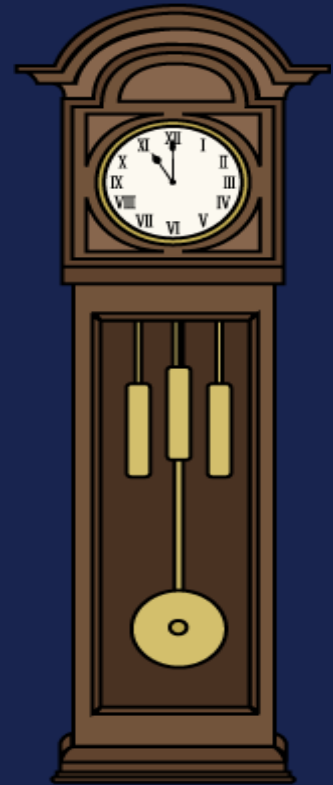
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The statistical portion is strictly
confidential! HSC 192.002(b)

Importance of Birth Registration

When do you Register Baby?

How long do you have to timely file a baby?



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Importance of Birth Registration

When do you Register Baby?

Answer:

Within 5 days of birth

HSC 192.003 (d)



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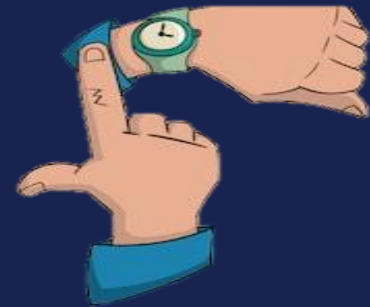
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Importance of Birth Registration

When do you Register Baby?

What if parents are requesting additional time due to their religion.

Can this be granted?



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Importance of Birth Registration

When do you Register Baby?

Answer:

Based on parent's religious beliefs, they can take up to 15 days to name the baby.

HSC 192.003 (e)



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Religious Delay to Register Baby

- The parents are responsible for getting back in touch with the birth registrar before 15th day.
- If parents have not provided a name, release birth on the 15th day with “infant,” “baby boy,” or “baby girl,” along with the last name and release.
- Parents will have to amend the birth certificate later.



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Importance of Birth Registration

When do you Register Baby?

Timely Filed Births:

Birth certificates must be filed within 5 days of live birth [HSC §192.003 (d)]

Delay in filing:

Birth filing can be delayed up to 15 days for religious beliefs [*HSC §192.003 (e)*]

Any birth that has passed the 1 year mark must be filed with the State Registrar [HSC §192.022]



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Live Birth vs Fetal Death



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What is a live birth?

- Baby alive after complete expulsion or extraction from its mother
- “Live” if after separation, baby breathes or shows any other evidence of life:
 - Beating of the heart
 - Pulsation of the umbilical cord
 - Definite movement of voluntary muscles





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What is a Fetal Death (Stillbirth)?

- A death prior to complete expulsion or extraction from mother

Fetus does not show any signs of life:

- Not breathing
 - No heart beat
 - No pulsation of the umbilical cord
 - No definite movement of voluntary muscles
- Required if fetus at least 350 grams or, if the weight is unknown, at least 20 weeks



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Live Birth vs Fetal Death

Question: Baby was alive for a few minutes and has passed away. Should a fetal death record be completed for the infant?



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Live Birth vs Fetal Death

Question: Baby was removed from mom alive.
Is it a live birth if umbilical cord is not cut?





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Live Birth vs Fetal Death

Question: Baby was removed from mom alive.
Is it a live birth if umbilical cord is not cut?

Answer: This is a live birth. Cutting the
umbilical cord does not determine live birth.



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Live Birth vs Fetal Death

Question: Baby was removed from mom alive. Is it a live birth if placenta is still attached?





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Live Birth vs Fetal Death

Question: Baby was removed from mom alive. Is it a live birth if placenta is still attached?





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Live Birth vs Fetal Death

Question: Baby was removed from mom alive. Is it a live birth if placenta is still attached?

Answer: This is a live birth. An attached placenta does not determine live birth.



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Birth, Death, or Fetal Death

- **Live Birth** - Infant alive after complete expulsion or extraction from mother.
- **Infant Death** – Infant born alive, then dies.
- **Fetal Death** - Death prior to complete expulsion or extraction from mother.
Fetus must be at least 350 grams or, if the weight is unknown, at least 20 weeks.



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Birth, Death, or Fetal Death

Question: Baby was deceased when removed from mother and weighed 1200 grams. Should we still complete a birth certificate?

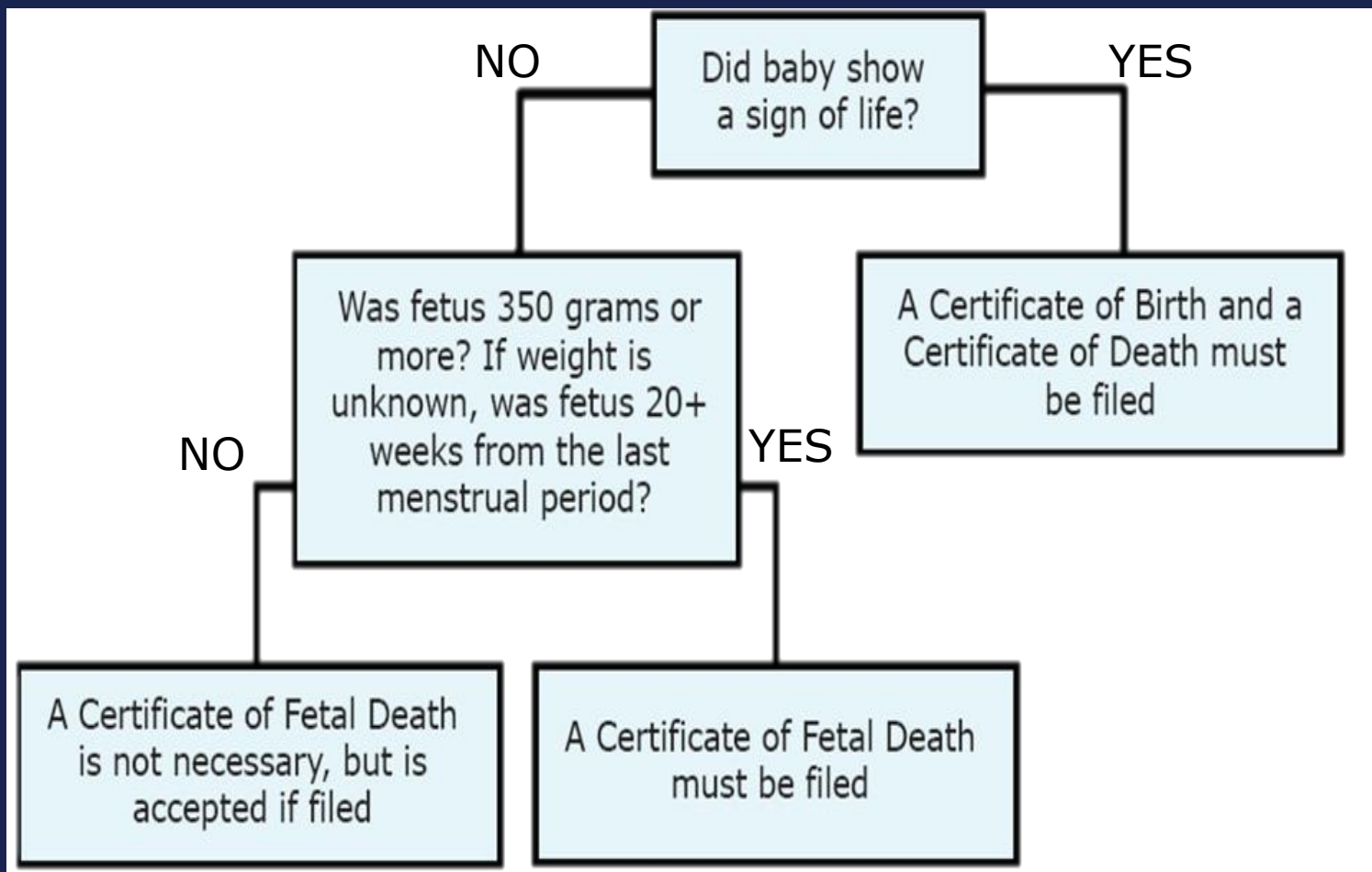


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What records are filed?





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What records should be filed?

Question: Baby died 20 minutes after born alive.
The doctor has already filed a death certificate.
Should we still complete a birth record?



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Who files the records?

- **Birth Records:** Birth Registrar or Local Registrar
- **Death Records:** Funeral Home and Medical Certifier (PH/ME/JP)
- **Fetal Death Records:** The entity handling disposition of remains
 - Funeral Home and Medical Certifier
 - Medical Certifier only (PH/ME/JP)



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When to file records?

Record Type	Filing Timeframe
Birth	5 Days <i>Exception: 15 Days for Religious Beliefs</i>
Fetal Death	5 Days
Death	10 Days





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Who files the records?

Question: Who files a fetal death attended by a midwife?

Local Administrators



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Local Administrators

Why are they so important???



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Local Administrators

What Powers do Local Admins Have?



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Local Administrators

Why are they Important?

Local Admins have
superpowers
to help others!



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Local Administrators

What Powers do Local Admins Have?

- Can complete updates in Real Time



- Have the capability to make changes 24 Hours a Day 7 Days a week



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Local Administrators

Who are they?

Local Administrators
are your neighbors.

Just like State Farm,
they're always there.



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Local Administrators

Who are they?

Local Admins
are your neighbors.

- HIM Director
- Management
- Birth Registrar
- Physician
- Team Lead



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Local Administrators

Who are they?

Recommendations



- Team member who performs data entry on patient records
- Local Administrator Back Up
- Schedule A.M & P.M Local Admins accordingly



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Local Administrators

What do they do?



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Local Administrators

What do they do?

- They can create new User Accounts
- Reset Passwords
- Reset Pin Numbers
- Unlock User Accounts
- Deactivate or Reactivate User Accounts



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Local Administrators

Where do Local Admins work?



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Local Administrators

Where do Local Admins work?



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Local Administrators

When can they perform
their role?



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Local Administrators

When can they perform their role?

Local Admin Roles can be conducted anytime and anywhere.



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Foundlings and Safe Haven



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Foundlings: Safe Haven

- The Texas Family Code allows the “hospital” to take possession of a child who appears to be 60 days old or younger if the child is voluntarily delivered to the hospital and the parent did not express an intent to return for the child.
- Enacted to give children a chance to be adopted without consequences to the parents.
- The “hospital” has no legal duty to ascertain the parent's identity and the parent may remain anonymous if child is unharmed.



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Foundlings: Safe Haven

- Parents can voluntarily disclose the child's medical facts and history.
- Upon verifying that the case meets criteria for Baby Moses, **the case worker or the infant's first foster parents can name the infant** (first, middle, and last names) within five calendar days.
- This ensures the hospital can file the infant's birth certificate with the infant's name on it.



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Foundlings

- The birth certificate should be completed by the hospital.
- The baby's name may be entered as "Infant Doe". In some cases, the case caseworker will provide a name.
- In TxEver, select "Foundling/Safe Haven" under **Record Type**.



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Foundlings

- The ER Physician, the Chief Medical Officer, or Hospital Administrator should be listed as attendant. As a last resort, the case worker may be shown as attendant.
- For information on the birth record that is not known; enter "Unknown" or "Not Available" for required text fields and a single question mark (?) for required numeric fields.
- If DOB is Unknown, enter DOB as the date infant found
- Select "Unknown" for ***SSN for baby*** and ***Did mother relinquish her rights to the child.***

Foundling – How to enter record in TxEVER?



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A screenshot of the TxEVER Birth Registration form. The form is titled "BIRTH REGISTRATION" and includes a section for "Record Type" with a dropdown menu set to "FOUNDLING/ SAFE HAVEN". A modal dialog box titled "Birth Registration" is open, displaying the message: "Please enter the date the infant was found as date of birth." with an "OK" button. The background form shows fields for "Record Type:", "Plurality:", "First Name:", "Last Name:", and "Date of Birth:". The "Record Type:" dropdown is set to "FOUNDLING/ SAFE HAVEN". The "Plurality:" dropdown is set to "--Select a value--". The "First Name:" field is empty. The "Last Name:" field is empty. The "Date of Birth:" field is empty. The modal dialog box is titled "Birth Registration" and contains the text "Please enter the date the infant was found as date of birth." and an "OK" button.



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Filing a Foundling

Question: An infant meets the criteria for a foundling and was taken to the hospital. Can the hospital create a birth record for the infant?

Mother Relinquishes Rights



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- Woman is admitted to a medical facility and gives birth.
- Mother states that she does not want to keep the baby.
- She refuses to name the father.
- She leaves the medical facility without the baby.

Does this situation meet the conditions for the Baby Moses Law?





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Foundlings: Safe Haven Requirements

- The infant appears to be 60 days old or less.
- The infant appears to be unharmed and safe.
- The presumed parent must voluntarily go to a designated safe haven.
- The infant must be handed over to an employee (CAN NOT simply be left in front of building).

Presumed parent states:

- is unable to care for the infant
- wants to leave the infant at a Safe Haven
- does not intend to return for child

Mother Relinquishes Rights



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- Woman is admitted to a medical facility and gives birth.
- Mother states that she does not want to keep the baby.
- She refuses to name the father.
- She leaves the medical facility without the baby.

Does this situation meet the conditions for the Safe Haven Law?





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Foundlings: Safe Haven Background

- Texas was the first state to pass a Safe Haven law
- Passed in 1999
- Also known as Baby Moses Law
- Infant is watched over until the baby could be placed with someone who could provide care
- Provide a confidential and safe alternative to newborn abandonment

The purpose of the law is to save a life that otherwise may not be saved



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What is a Safe Baby Site?



- Facilities displaying this sign must provide immediate medical attention to Safe Haven babies
- Signs posted in visible location

Facilities might include:

- Hospitals
- Fire Stations
- Emergency Medical Stations
- Free Standing Emergency Rooms
- Facilities licensed by the Texas Department of Family and Protective Services (DFPS)



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Foundlings: Safe Haven

Who can receive the baby?

- Any facility that is licensed by the DFPS
- These facilities agree to act as a designated emergency infant care provider
- Requires staff who are capable of providing emergency medical services



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Foundlings: Safe Haven Legalities

- No legal duty to determine the identity of the presumed parent.
- No legal duty to search for relatives.
- No legal duty to detain or to pursue presumed parent.

Foundlings: Safe Haven Notification



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- The emergency care provider (such as a hospital) notifies the Texas Department of Family and Protective Services (DFPS) that the provider has taken possession of the infant.
- The time limit to notify is no later than the close of one business day after the date of taking possession.

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Foundlings: Safe Haven Notification



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- Department of Family Protective Services assigns a caseworker.
- The infant is treated as a child taken into possession without a court order.
- The caseworker must inform the hospital staff of the intention to name the infant within five calendar days.
- This ensures that the hospital can file the infant's birth certificate with the infant's name on it.

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Foundlings: Safe Haven DFPS Duties



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- The Department of Family and Protective Services (DFPS) presumes that the person who delivers the infant is the child's biological parent.
- DFPS presumes that the parent intends to relinquish parental rights and consents to termination of parental rights for the infant.
- DFPS presumes that the parent intends to waive the right to a notice of the suit terminating the parent-child relationship.
- This information is taken into account at the court hearing to terminate parental rights.



Foundlings: Safe Haven DFPS Duties



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Before the court renders the order to terminate parental rights, DFPS must:

- Assess the health, age, and general well-being of the infant.
- Verify the facts surrounding the delivery of the infant to the facility comply with the Baby Moses criteria.
- Verify that the infant is not reported as missing by the National Crime Information Center or by state and local law enforcement agencies.

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Foundlings: Safe Haven DFPS Duties



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Before the court renders the order to terminate parental rights DFPS must verify the following:

- If DFPS knows the presumed father, or the father files an acknowledgment of paternity, the caseworker must determine his intent to parent the child.
- Search the paternity registry no earlier than the 30th day after the infant's estimated date of birth.



Best Practices

Verification of Birth Facts

Parents should review the verification of Birth Facts before record is certified.



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Best Practices

Question

Mother calls you furious that you spelled baby's name wrong.

What do you do?



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Best Practices

- Review the Verification of Birth Facts
- If facility at fault – complete an amendment on behalf of parents
- If parent at fault – parent must complete the amendment



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Best Practices

Question

Are signatures required on the Verification of Birth Facts?



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Best Practices

Answer

No – VOB forms are not official DSHS forms.



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Best Practices

Verification of Birth Facts

One person should enter the birth information and a different person should review and certify.



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Best Practices

Question - Registration



What if your facility processes very few births a year and there is only one Birth Registrar?



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Best Practices

Answer

Then the same person can enter data and certify the Record.



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Best Practices

You should only login from one computer at a time.



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Best Practices

Question

Why should you?
What issues would you have
if you tried to login under two
computers?



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Best Practices

Answer

- System will freeze up
- Will not be able to move forward
- Unable to complete records



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Best Security Practices

Practice precaution on Suspect Emails

Never share passwords or pin numbers



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Best Security Practices

Only one TxEVER User ID per person is allowed



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Best Security Practices

Question

What issues could arise if a person has two TxEVER User ID's?



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Best Security Practices

Answers

The wrong Pin # could be used to certify

The wrong certifier could be assigned



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Best Security Practices

Always lock your computer when you're away



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Record Type & En-Route Births



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Record Types

- Born at Facility
 - Born En-Route to Facility
 - Foundling/Safe Haven
- Home birth
- Intended
 - Unintended
 - Intent Unknown





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Who Registers?

- It depends on where the birth occurred
 - **Licensed institutional births:** Hospital or Birthing center
 - **Non-institutional birth:** Occurs outside of a licensed institution





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Licensed Institutional Births

Births occurring in licensed institutions (hospitals and birthing centers) are registered by:

- Physician
- Midwife
- Hospital or Birthing Center Administrators
- Designated Faculty
- Birth Registrars





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Non-Institutional Births

Births outside of a hospital or birthing center are registered by:

- Midwife
- Parents
- Doctor
- Emergency Medical Technician (EMT)
- Registered health care provider



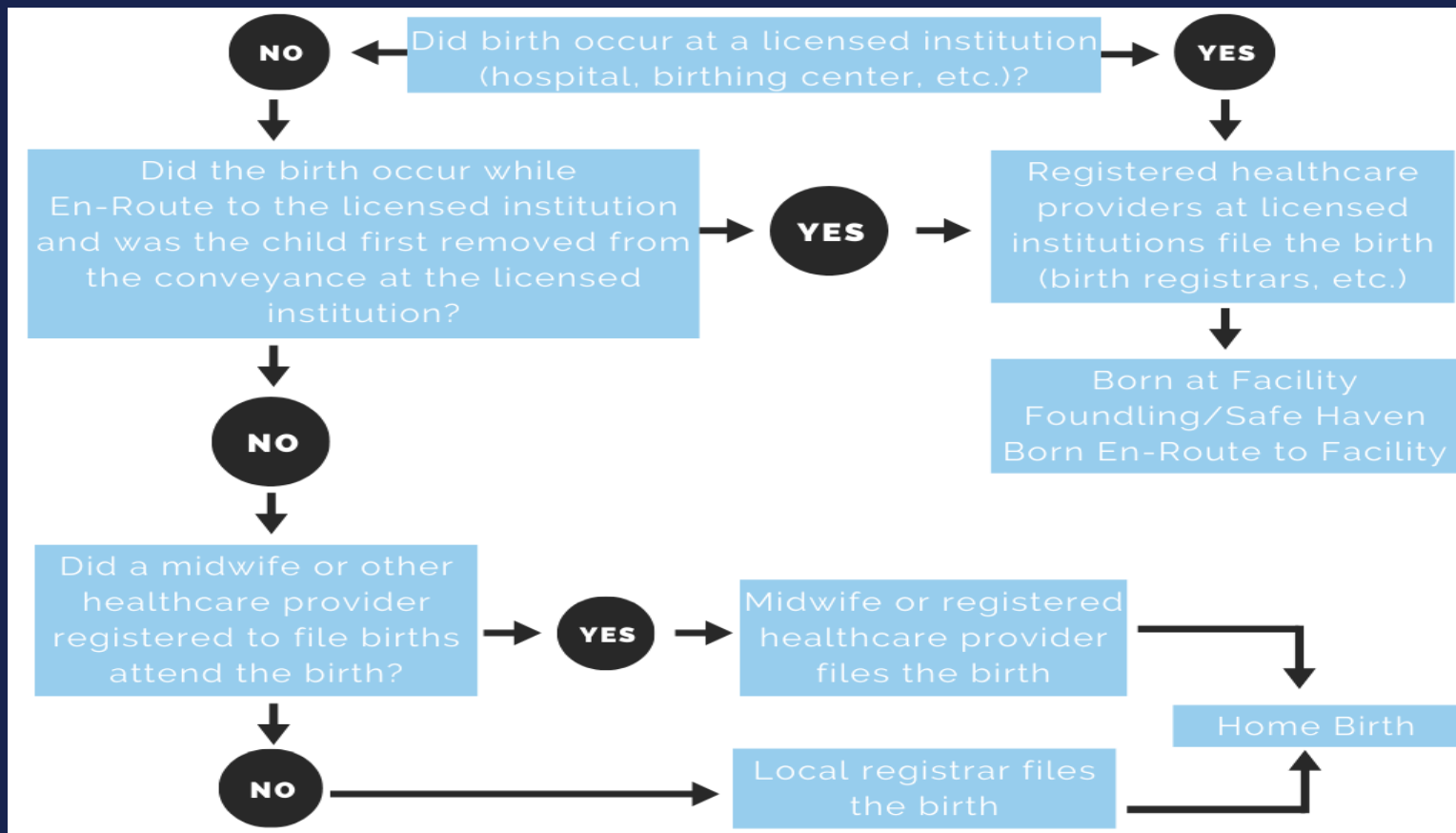


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Record Type





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En-Route Birth

- If child is born in a moving conveyance, the place of birth is where the child is first removed from the conveyance.
- Imagine the mother is En-route to the hospital when child is born
 - If hospital/hospital parking lot is the first place child is removed, then hospital should file birth as "En-Route".
 - If child is first removed anywhere other than the hospital, then local registrar should file birth as "Home Birth".

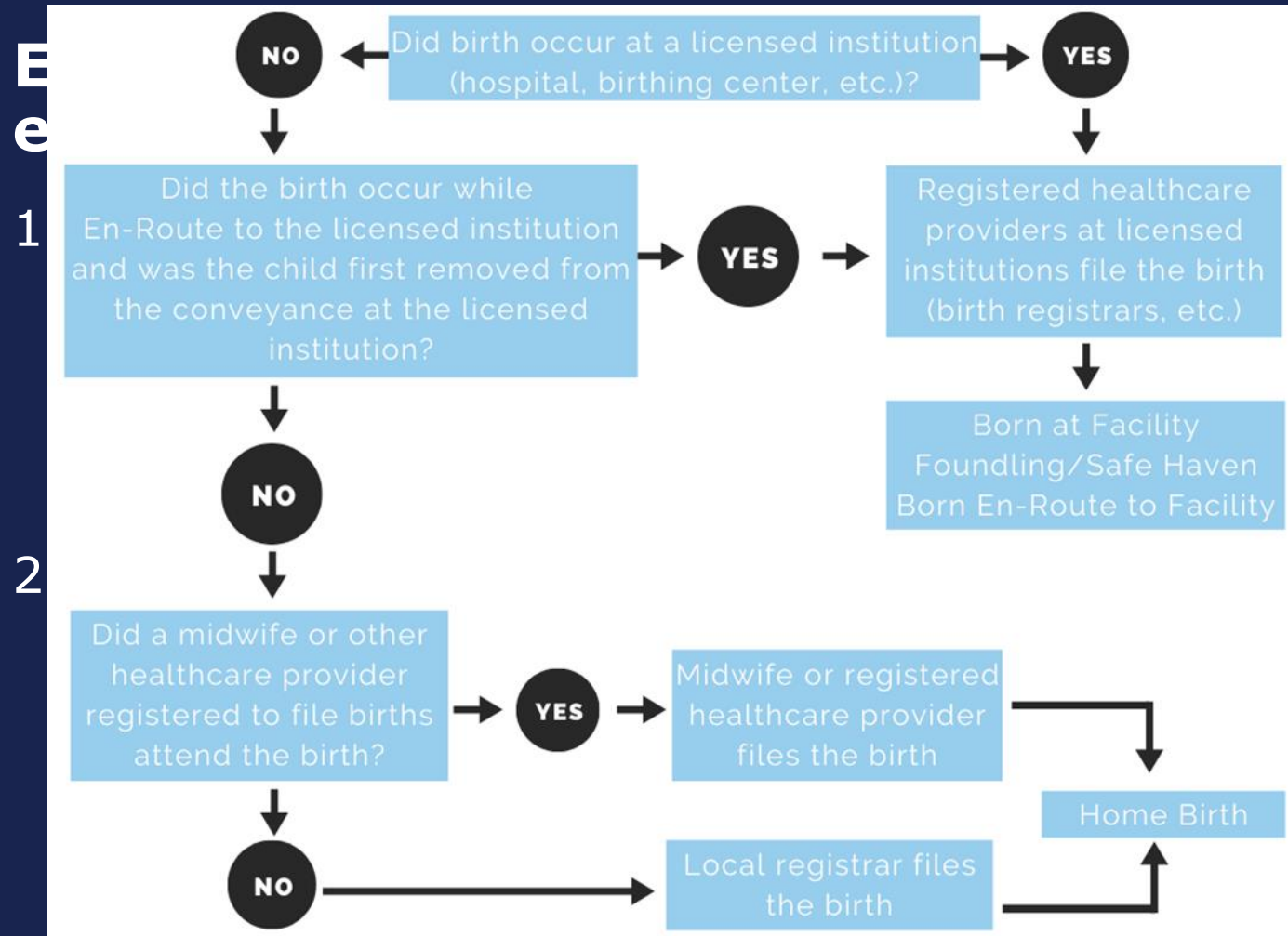


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En-Route Birth





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En-Route Birth

Evaluate each en-route birth before entering anything into TxEVER.

3. What if a child is born at home and then taken to the hospital either by car, ambulance, or other vehicle, who files and what is the record type?

Local Registrar files as Home Birth

4. What if the same mom determines she is unable to care for the infant and wants to leave the infant at a Safe Haven?

Hospital files as Foundling/Safe Haven

Local Registrar files as Foundling/Safe Haven



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En-Route Births

- Treat En-route births like licensed institutional births.
- The physician who attends the mother when an infant is delivered En-route to the facility may be considered the attendant if no other attendant can be identified or located.
- When entering En-route births into TxEver be sure to select the appropriate Record Type : Born En-Route to Facility.

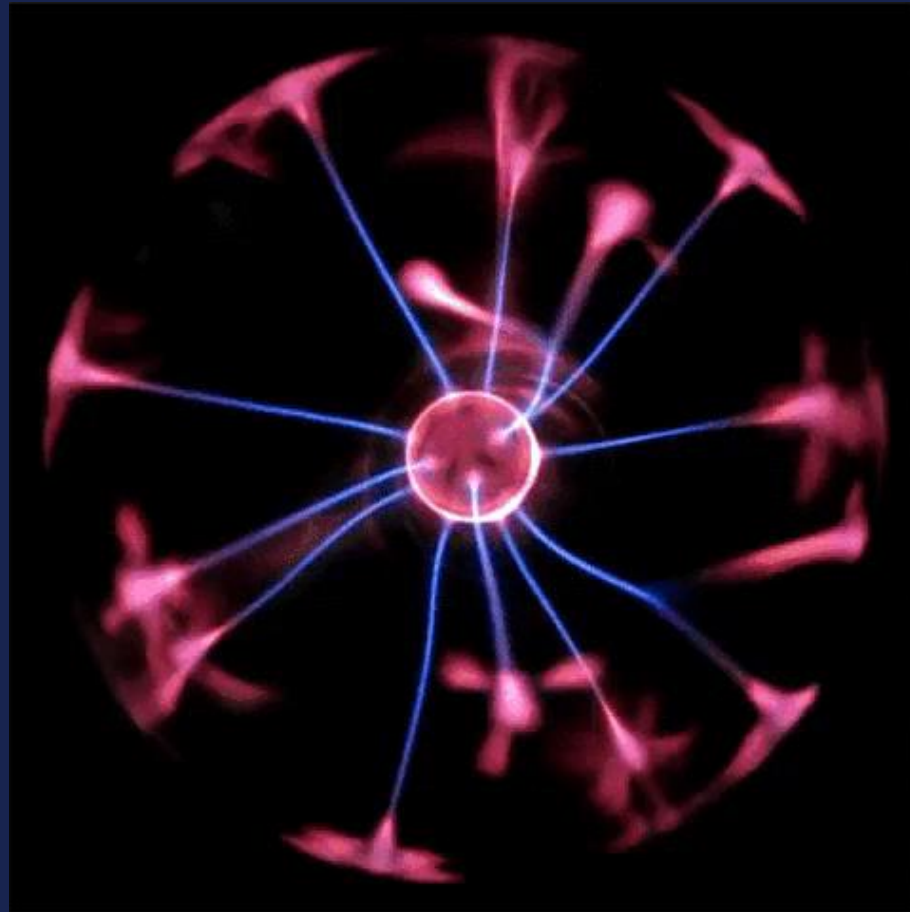


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Is record type “Born at Facility” “En-Route” or “Home Birth”?





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Is record type “Born at Facility” “En-Route” or “Home Birth”?

1. Mom gives birth at home, but umbilical cord is not cut. Ambulance takes her to hospital where they cut umbilical cord.

Home Birth: Local Registrar files

2. Mom gives birth in parking lot in front of hospital.

Born at Facility: Hospital files

3. Mom gives birth in car. Dad stops to get gas at the gas station, but mom and baby remain in the car. Then they head to the hospital.

En Route: Hospital files



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Is record type “Born at Facility” “En-Route” or “Home Birth”?

4. Mom starts giving birth in car, so ambulance goes to retrieve her. They get her into ambulance before the baby fully comes out and drive to hospital.

En Route: Hospital files

5. Mom gives birth to infant in the ambulance. They are both admitted into hospital after arriving.

En Route: Hospital files

6. Mom gives birth at home, and then baby (22 weeks, 450 grams) is taken by ambulance to the hospital where baby expires.

Home Birth: Local Registrar files

Death: Funeral Home & Medical Certifier files



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En-Route Births:

First place mom and infant exit the
moving conveyance



Birth place of infant

SS Cards

The SSA Office is the only entity that can create SS cards.

TxEVER can assist as well.

Let's cover some SSA Issue Scenarios.



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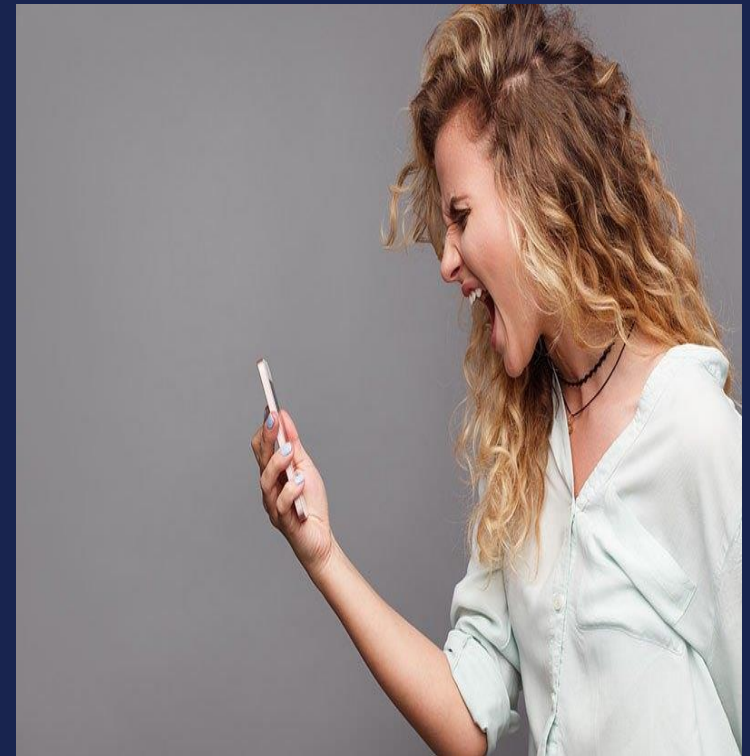


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SS Cards

My baby's name is
not John Doe!!!

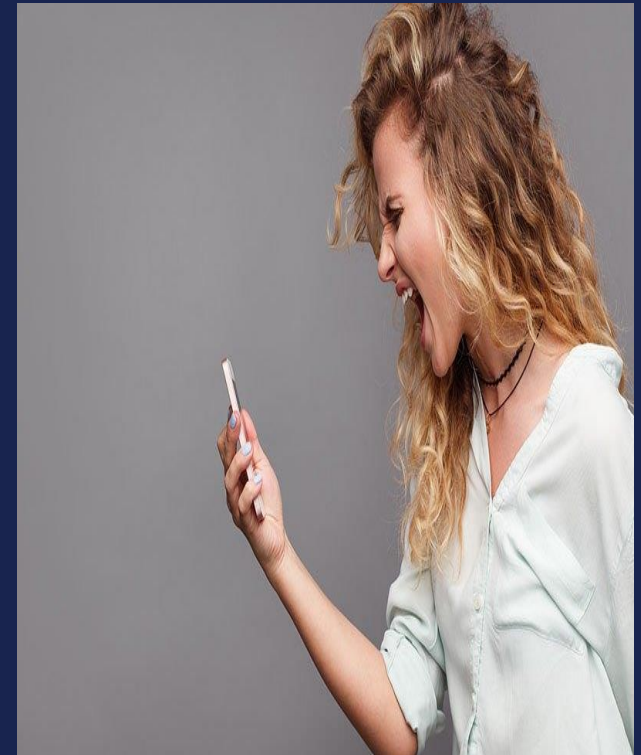


Issues

What can be done ?

Determine source
of error.

Was it a hospital error
or
A parent error?



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Issues

You messed up my
baby's name.

You placed the first
and middle name in
reverse order.

How are you going
to fix this and pay
for it?



Issues

What can be done?

Determine source
of error.

Was it a hospital error
or
A parent error?



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Issues

What can be done?

What if mother calls you upset that they have not received baby's SS card and it's over a month?



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Issues

What can be done?

Determine source
of error.

Was it a hospital error
or
A parent error?



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Issues

Scenario

- What if mother is calling after 1 week from discharge stating they have yet to receive baby's SS card.



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Issues

What can be done?

One week is simply not enough time for the SS card to get to parents.



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Issues

I don't have my
baby's SSA card yet
and were going to
Costa Rica next
week!!!



Issues

What can be done?

One week is simply not enough time.



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Best Practices

Keep contact information for the Local Social Security Administration Office on hand for parents.

WWW.SSA.GOV



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Best Practices

Naming Guidelines

- A full name can have no more than 150 characters, including spaces.
- No numerical characters can be used in names; however, you may spell out a number in a name. [Example: 867-5309].
- The child's last name does not have to be the same as either parent. Also enter any suffixes following the last name.
- No obscenities, or non alphabetic characters are permitted.
- First and last name required, but middle can be blank.



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Best Practices

Special Symbols

Letters, spaces, hyphens, and apostrophes are all acceptable

Good examples:

Shaquille O'Neal

Lisa Rodriguez-Smith

Lisa Rodriguez Smith



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Best Practices

Diacritical Marks

- Ñ Ë Í Ò Ü also Ç Ñ
- **HSC §191.009. USE OF DIACRITICAL MARKS.**

In this section, "diacritical mark" means a mark used in Latin script to change the sound of the letter to which it is added or used to distinguish the meaning of the word in which the letter appears. The term includes **accents(´), tildes(~), graves(`), umlauts(¨), and cedillas(,)**.



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Which name is acceptable?

Resúme Smith



F**k May Smith



Puppy Dog Taylor



De'Andre Wilson



Lúis Hernandez



8 Ball Harris



Johnny Ca\$h



Maria Lopez De La Cruz - Sanchez



Summary

- Importance of Birth Registration
- Live Birth Versus Fetal Death
- Local Administrator Super Powers
- Foundling & Safe Haven



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Summary

- Best Practices
- Record Types & En-Route Births
- SS Cards



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Thank you!
